# COVER SHEET FOR AMENDMENT OF POST-TRAVEL SUBMISSION

Date/Time Stamp

SECRETARY OF THE SENATION PUBLIC RECORDS

2018 JUL 11 AM 11:51

Instructions: Use this form as a cover sheet for any paperwork you may need to submit to the Office of Public Records in order to make your Privately Sponsored Post-Travel Submission complete in accordance with Rule 35. Only complete this form if you need to submit an amendment to a post-travel filing you have already submitted.

## SUBMIT DIRECTLY TO THE OFFICE OF PUBLIC RECORDS IN 232 HART BUILDING

Cortney Seamen	
Vame of Traveler: Cortney Segmen	
Senator Tine Senator Time Senat	m Kaine
Journal Expenses Paid by (List all sources):	bs for the Future and Lumina Foundation
April 5, 2018 Travel Date(s):	
	and invitation for trip
	for amending original submission):ecessary paperwork. Adding RE-1 and invitation
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# EMPLOYEE PRE-TRAVEL AUTHORIZATION

Date/Time Stamp:

Form RE-1

ETHIC MAR26°18AM18=35

Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will <u>not</u> be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Name of Traveler:

Employing Office/Committee:	Senator Tim Kaine
Jobs for the Future and Private Sponsor(s) (list all):	Lumina Foundation
April 5, 2018 Travel date(s):	
Note: If you plan to extend the trip for any reaso	on you must notify the Committee.
Germanna Community College - F	redericksburg, VA
Explain how this trip is specifically connected to the trav	eler's official or representational duties:
Traveler works on legislative issues involving education and workforce development and lessons can be applied to policy	workforce development. The site is doing innovative work around making.
Name of accompanying family member (if any): N/A	
Relationship to Employee: Spouse Child	
I certify that the information contained in this form is tru	e, complete and correct to the best of my knowledge:
315118 (Date)	(Signature of Employee)
TO BE COMPLETED BY SUPERVISING SENATOR/OFFICE Secretary for the Majority, Secretary for the Minority, and Charles	CER (President of the Senate, Secretary of the Senate, Sergeant at Arms,
Tim Kaine	Cortney Segmen  y authorize
(Print Senator's/Officer's Name)	(Print Traveler's Name)
related expenses for travel to the event described above.	nent or reimbursement for necessary transportation, lodging, and I have determined that this travel is in connection with his or her not create the appearance that he or she is using public office for
I have also determined that the attendance of the employe	ee's spouse or child is appropriate to assist in the representation
of the Senate. (signify "yes" by checking box)	
3/5/18	ee's spouse or child is appropriate to assist in the representation
(Date)	(Signature of Supervising Senator/Officer)
(Revised 10/19/15)	Form RE-

Cortney Segmen



### Hi Cortney,

JFF will host a one-day visit to Germanna Community College in Fredericksburg, Virginia on **Thursday April 5**th to learn about innovations taking place at the state level, as well as efforts underway at Germanna Community College to meet Virginia's workforce needs and today's rapidly changing economy. Recently, Virginia was recognized as the top state in annual workforce development rankings and we believe the Commonwealth's commitment to innovative post-secondary skill development is worth highlighting. At Germanna we will hear from state, local, and community college leaders who are all a part of this effort – discussing topics that have implications for higher education and workforce development policy, specifically on:

- Pre-apprenticeship and apprenticeship programs,
- Career pathway approaches and promising practices and challenges to aligning education, workforce, and economic development systems to meet regional labor market needs,
- And strategies for supporting today's most vulnerable postsecondary students.

Participants will leave D.C. on the morning of Thursday, April 5th, and will be back before the end of the day. Transportation and meals will be provided by JFF. Please fill out this brief survey by COB on Thursday, March 1st in order to confirm your attendance. We understand this is a quick turnaround but is necessary due to Congressional ethics requirements. Once you have confirmed your attendance, we will send you the required ethics forms by this Friday March 2nd for you to submit to the appropriate ethics office. Our team is really excited about this visit and we hope you can join us!

Best,

Mary Clagett, Lexi Barrett, Erica Cuevas, Taylor Maag